

EB LIONS AFC Club Rules / Constitution

As revised July 2014



1. Name

The name of the club shall be "EB Lions AFC"

2. Objectives

The principle objective and purposes of the Club shall be to 'promote and provide facilities for the amateur sport of youth football in the vicinity of the rural villages in and around Eaton Bray, Edlesborough, Dagnall & Northall and community participation in the same.'

This will include but not be limited to:-

- a) To provide football sport training and coaching for members.
- b) To organise football teams to represent the Club in championships and leagues and in such other competitions as the Committee shall decide.

3. Status of Rules

These rules (the Club rules) form a binding agreement between each member of the club.

4. Rules and Regulations

- a) The Club shall have the status of an Affiliated Member Club of the Football Association by virtue of its affiliation to/ membership of the Football Association Limited and parent County Association and any League or Competition to which the Club is affiliated for the time being shall be deemed to be incorporated into the Club Rules.
- b) No alteration to the Club Rules shall be effective without prior written approval by the parent Association.
- c) The Club will also abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.
- d) All written notices may be delivered by email to the most recently notified address.

5. Club Membership

- a) Membership of the Club shall be open to any young person interested in the sport who are amateur as defined by the parent Association at that time, on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non discriminatory basis.
- b) The Club may have different classes of membership and subscription on a non discriminatory and fair basis.
- c) The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- d) The members of the Club from time to time shall be:
 - I. The individuals that have signed the declaration as Parent/Guardian on a player's registration form.

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- II. Any other individual who is accepted as a member following an application made to the Club Committee.
 - III. Those engaged in such activities as coaching, managing and any non paid support on behalf of the Club.
- e) Membership shall become effective upon an applicant's name being entered in Membership Registration, which shall be maintained by the Club Secretary.
 - f) Membership shall lapse each year on 31 August and be renewed on an Annual basis to be effective from 1 September with player registration forms for the forthcoming season and resolution by the committee.
 - g) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
 - h) The Football Association and parent County Association shall be given access to the Membership on demand.
 - i) Children under the age of 16 attending training, matches or any club activity must be accompanied by their parent or guardian who shall be entirely responsible for them. For young people age 16 or 17, a parent or guardian is to be entirely responsible for their attendance at all club activities.

6. Annual Membership Fee

- a) An annual fee payable by each member shall be determined from time to time by the Club Committee. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.
- b) The Club Committee shall have the authority to levy further subscriptions from the members, as are reasonably necessary to fulfil the objects of the Club.
- c) The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

7. Resignation and expulsion

- a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of their resignation. A membership fee or further subscription is more than 2 months in arrears shall be deemed to have resigned.
- b) The Club Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for them to remain a member. This will be a three step process:-
 - I. Verbal warning to parent/player,
 - II. Written warning to parent/player – possible removal of parent from team
 - III. Expulsion.
- c) Any member issued with a verbal warning, a written warning or notice of expulsion may appeal against the warning or expulsion by lodging with the secretary within 7 days of receipt of such warning or notice, a written appeal stating the grounds for appeal. Such an appeal will be considered by the Chairman and 2 other Club Officers not involved with the original decision and their decision will be notified to the Member within 28 days and shall be binding.

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- d) A member who resigns or is expelled shall NOT be entitled to claim any, or a share of any, of the Club Property.

8. Club Committee

- a) The Club Committee shall consist of the following Club Officers:

- I. Chairperson
- II. Vice Chairperson
- III. Treasurer
- IV. Club Welfare Officer
- V. Secretary

Plus up to six other members for specified roles at the discretion of the committee and appointments made and voted for by the Club Committee, elected at any Club meeting and/or the Annual General Meeting.

- b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairperson or in their absence the Secretary. The quorum for the transaction of business of the Club Committee shall be three.
- c) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
- d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
- e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.
- f) Save as provided for in the Rules and Regulations of The Football Association and the County Association to which the Club is affiliated,
- g) The Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

9. Annual and Special General Meeting

- a) An Annual General Meeting (AGM) shall be held in each year to:
 - I. Receive a report of the activities of the Club over the previous year
 - II. Receive a report of the Club's finances over the previous year
 - III. Elect the members of the Club Committee
 - IV. Consider any other business.
- b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members

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of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the Meeting.

- c) A Special General Meeting (SGM) may be called at any time by the Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing signed by not less than five members stating the purposes for which the Meeting is required and the resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.
- d) The Secretary shall send to each member at their last known address notice of the date of a General Meeting together with the resolutions to be proposed at least 14 days before the Meeting.
- e) The quorum for a General Meeting shall be 30 members or 50% of the Committee, whichever is smaller.
- f) The chairperson, or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.
- g) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

10. Club Teams

- a) At its first meeting following each AGM the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team.
- b) The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report of the activities of the team.

11. Club Finances

- a) A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- b) The income and assets of the Club (the Club Property) shall be applied only in furtherance of the objects of the Club.
- c) The Club Committee shall have power to authorise the payment of remuneration and expenses to any member of the Club and to any other person or persons for services rendered to the Club.
- d) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.
- e) The financial year of the Club shall end on 31st May or other date required by the Football Association.
- f) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer (the Custodians), who shall

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deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.

- g) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- h) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The Football Association from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, a Special General Meeting shall be convened as soon as possible to appoint another Custodian.
- i) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

12. Property and Funds

- a) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.
- b) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- c) The Club may also in connection with the sports purposes of the Club:
 - I. Sell and supply food, drink and related sports clothing and equipment;
 - II. Employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - III. Pay for reasonable hospitality for visiting teams and guests;
- d) Indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- e) The Committee will have due regard to the law on disability discrimination and child protection.

13. Borrowing Powers

The Committee shall be empowered to borrow for the purposes of the Club upon such terms in such manner and upon such security as it deems appropriate, and thereupon the Trustees shall at the discretion of the Committee make all such depositions of the Club's property and enter into such agreements in relation thereto as the Committee may deem proper.

14. Dissolution/winding up

- a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.

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- b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.
- c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be disposed to one or more of the following:-
 - I. To another Club with similar sports purposes which is a registered charity and/or
 - II. To another Club with similar sports purposes which is a registered CASC and/or
 - III. To the Club's governing body for use by them for related community sports.

15. Environmental Policy

E B Lions AFC is committed to leading the grassroots sport in minimising the impact of its activities on the environment. The key points of its strategy to achieve this are:

- Minimise waste by evaluating operations and ensuring they are as efficient as possible.
- Minimise toxic emissions through the source of its power requirement and minimise parents and players car journeys.
- Actively promote recycling both internally and amongst its customers and suppliers.
- Source and promote a product range to minimise the environmental impact of both production and distribution.
- Meet or exceed all the environmental legislation that relates to the Club.

16. Priority

Where there is any conflict between any of the above Rules ("key Rules") and any other rule or rules the key Rule(s) will take priority. Interpretation of all the Rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002).

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Document Control

Revisions

Issue	Date	Revisions	Author
1.0	1 ST Jan 2010	Document created	
1.1	1 st Jan 2011	Committee members updated	
1.2	3 rd July 2014	Document reformatted, section 8(a) changed three to "six other members". Section 9(d) removed word written.	Paul Marshall/Steve Moren

Reviewers

Issue	Date	Author
1.2	3 rd July	Richard Potton (Chair)